

**UNITED STATES DEPARTMENT OF AGRICULTURE**

Farm Service Agency  
Washington, DC 20250

**National Procedure Checklist No. 1764**

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**Field Office Distribution** All directives are sent to BBS for State Offices and KCMO to access for local printing and distributing. To inquire about the transmission of directives, call the Directives Section at 202-690-0594.

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**National Office Distribution** Notices are available on Internet. Handbooks are printed and distributed to the National Office.

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**Directives on Internet** Notices are available on Internet at [www.fsa.usda.gov/dam/msd/notices/fsa.htm](http://www.fsa.usda.gov/dam/msd/notices/fsa.htm).  
**Note:** FAS and RMA employees replace "fsa" in the Internet address to access notices for their agency.

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**Temporary Directives** Temporary directives issued since the last weekly checklist are listed in this table.

Short Reference and Effective Date	Title	For
AO-1204 9-23-99	Individual Development Plans (IDP's) and Reasonable Accommodation Statement	FSA Managers and Supervisors
CMA-37 9-28-99	Locking-In AWP on Upland Seed Cotton for LDP's	CMA's
CN-902 9-28-99	Locking-In AWP on Upland Seed Cotton for LDP's	State and County Offices
CRP-346 9-28-99	Dates for CRP Signup 20	State Offices and Service Centers
FI-2393 9-23-99	Preparing Travel Documents for End of FY 1999 and Beginning of FY 2000	FSA Offices
FLP-80 9-24-99	Guidance on 2000 Farm Planning Prices	State and County Offices
LP-1701 9-24-99	CCC-Determined Value for Farm-Stored Durum Wheat	State and County Offices
LP-1702 9-28-99	1997-1998 Crop Wheat Karnal Bunt Compensation for Affected Southwest Producers	AZ, CA, and NM State and County Offices

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**National Procedure Checklist No. 1764 (Continued)**

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**Temporary  
Directives  
(Continued)**

<b>Short Reference and Effective Date</b>	<b>Title</b>	<b>For</b>
PM-2131 9-23-99	PC-TARE Time and Attendance (T&A) and Pay Period (PP) 20 FY Changeover	State Offices, County Offices with GS Employees, and APFO
PM-2132 9-28-99	Communication Procedure Change for PC-TARE	State Offices, County Offices with GS Employees, and APFO
PS-325 9-24-99	Recording LDP Shortages in APSS	State and County Offices
TB-949 9-27-99	1999 Crop Year FSA-578 Summarization Process	Tobacco State and County Offices

**Permanent  
Directives**

Permanent directives issued since the last weekly checklist are listed in this table.

<b>Short Reference and Effective Date</b>	<b>Title</b>	<b>For</b>
1-COR (Rev. 3) Amend. 12 9-22-99	County Operations Review Program	State and County Offices and COR's
2-LP Rice (Rev. 8) Amend. 18 9-21-99	Loans and Loan Deficiency Payments for Rice	State and County Offices
22-PM (Rev. 1) Amend. 88 9-27-99	County Office Personnel Management	State and County Offices

**Procedure  
Notices**

None

**Obsolete  
Directives**

Directives made obsolete since the last weekly checklist are listed in this table.

<b>Short Reference</b>	<b>Date of Obsolescence</b>	<b>Made Obsolete By</b>
LP-1697	9-28-99	LP-1702

Continued on the next page

Prefix	Form No.	Edition Date	Form Title	Filename pdf	Filename wpd	Stock By	Unit Issue	Fillable	Used By	WDC Directive	File Code	Remarks
CCC	25 (Adden. 1)	09-24-99	Addendum to the Uniform Grain and Rice Storage Agreement for the Storage and Handling of Oilseeds UGRSA No. A_3-CCC_K	CCC25AD1.PDF	nofile.htm	RPL/PDF	MP/2 Head to Foot	Y	KCCO	1-IM	N/A	This form was revised and uploaded to the BBS on 9-29-99. Destroy old stock.
CCC	25-2	09-24-99	Schedule of Rates - Uniform Grain and Rice Storage Agreement No. A _-3-CCC-_	CC0025-2.PDF	nofile.htm	RPL/PDF	Sheet	Y	KCCO	1-IM	N/A	This form was revised and uploaded to the BBS on 9-29-99. Destroy old stock.
FAS	81	10-93	Appraisal of Scheduled Reports	nofile.htm	nofile.htm	Orig. Div.	Set/3	N	FAS, WDC	10 FASR 1	N/A	This form is obsolete. Destroy all stock.
FAS	88	01-83	Transmittal of USDA and OPM/CSC Forms to Posts	nofile.htm	nofile.htm	Orig. Div.	N/A	N	HRD	N/A	N/A	This form is obsolete. Destroy all stock.
FAS	101	07-94	Report of Tobacco Exports	nofile.htm	nofile.htm	Orig. Div.	N/A	N	Exporters	N/A	N/A	This form is obsolete. Destroy all stock.
FAS	192	04-87	Personnel Clearances	nofile.htm	nofile.htm	Orig. Div.	N/A	N	HRD	N/A	N/A	This form is obsolete. Destroy all stock.
FAS	208	06-91	Routing for SF-52	nofile.htm	nofile.htm	Orig. Div.	N/A	N	HRD	N/A	N/A	This form is obsolete. Destroy all stock.
FAS	306	01-83	Worksheet for Federal Service Computation Date	nofile.htm	nofile.htm	Orig. Div.	N/A	N	HRD	N/A	N/A	This form is obsolete. Destroy all stock.
FAS	322	09-87	Telephone Log Sheet	nofile.htm	nofile.htm	PS&SS	N/A	N	FAS, WDC	N/A	N/A	This form is obsolete. Destroy all stock.
FAS	395	04-88	Motor Vehicle Request	nofile.htm	nofile.htm	FFH	N/A	N	FAS/F	9 FASR 6	N/A	This form is obsolete. Destroy all stock.
FAS	432	06-76	FASTO - Outgoing Telegram	nofile.htm	nofile.htm	MSD/Cable Room	N/A	N	FAS, WDC	Corr. Handbook	N/A	This form is obsolete. Destroy all stock.
FAS	968	09-23-99	Application for FAS Language Incentive	nofile.htm	nofile.htm	RPL/WP/PDF	Sheet	Y	FAS	3 FAS/ FAM 872	N/A	This form was revised; it was uploaded to the FAS FASTNET on 9-28-99. File is FAS0968.WPD/PDF.

**NOTE:** Files saved in PDF Format must be opened in Adobe Acrobat Reader 3.0 (or greater) to print. The freely available Acrobat Reader does not allow you to save your completed form to disk.

1/ Filing codes pertain only to State and County Offices.

**NOTE:** NOFILE.HTM indicates that there is no electronic files available.

Prefix	Form No.	Edition Date	Form Title	Filename pdf	Filename wpd	Stock By	Unit Issue	Fillable	Used By	WDC Directive	File Code	Remarks
FCIC Prov.	87-038	N/A	Popcorn Crop Insurance Policy	nofile.htm	nofile.htm	RPL/PDF	MP/4 Head to Head	N	Insurance Providers and Producers	N/A	N/A	The provision is obsolete. Destroy all stock. It was replaced by 99-043, Popcorn Crop Provisions.
FCIC Prov.	97-039	N/A	Sugar Beet Crop Provisions	nofile.htm	nofile.htm	RPL/PDF	MP/6 Head to Head	N	Insurance Providers and Producers	N/A	N/A	This provision is obsolete. Destroy all stock. It was replaced by 98-039, Sugar Beet Crop Provisions.
FCIC Prov.	98-036	N/A	Prune Crop Provisions	nofile.htm	nofile.htm	RPL/PDF	MP/4 Head to Head	N	Insurance Providers and Producers	N/A	N/A	This provision is obsolete. Destroy all stock. It was replaced by 99-036, Prune Crop Provisions.
FSA-HQ	270	09-08-99	Service Request	nofile.htm	nofile.htm	MSD	NCR Set/4	N	MSD/ITSD (WDC)	N/A	N/A	This form has been revised. Destroy old stock. A distribution has been made. Order from "Stocked By" location. Tentative delivery date is 10-22-99.
FSA-HQ	270A	04-08-99	Service Request	nofile.htm	nofile.htm	MSD	MP/2 Single Sheet	N	MSD	N/A	N/A	This form is new and maintained and used by MSD in WDC.
KC	327-CR	09-99	Domestic Offer Form - CR1	nofile.htm	KC327CR.WPD	RPL/WP	MP/5 Head to head	N	D&DOD	N/A	N/A	Revised form; destroy old stocks dated 8-1-98. WordPerfect file uploaded to the BBS 9-28-99.
KC	327-PC	09-99	Domestic Offer Form - PC5	nofile.htm	KC327PC.WPD	RPL/WP	MP/6 Head to head	N	D&DOD	N/A	N/A	Revised form; destroy old stocks dated 4-98. WordPerfect file uploaded to the BBS 9-28-99.

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